



Occupational Testing: Ability and Personality (BPS)



INTERNATIONAL ASSOCIATION FOR
HEALTH AND OCCUPATIONAL
SAFETY AND THE ENVIRONMENT



Project
Management
Institute

EFQM
Member



Course Introduction:

This course is designed to provide participants with a comprehensive understanding of the principles and practices of occupational testing, focusing on both cognitive abilities and personality assessments. As organizations increasingly rely on data-driven approaches to enhance recruitment, employee development, and team dynamics, understanding the role of psychometric testing becomes essential. This five-day theoretical course explores various testing methodologies, their applications in the workplace, and the implications for organizational effectiveness.

Participants will engage in discussions about the theoretical foundations of ability and personality assessments, the ethical considerations involved, and the best practices for interpreting and applying test results. By the end of the course, attendees will have developed the skills needed to effectively utilize occupational testing tools to improve talent acquisition and management strategies, contributing to the overall success of their organizations.

Course Objectives:

By the end of the program, participants will be able to:

- Understand the significance and types of occupational testing in HR practices.
- Identify and apply various ability testing methodologies.
- Explore personality assessment tools and their relevance in the workplace.
- Integrate ability and personality assessments to enhance selection processes.
- Develop practical strategies for implementing effective occupational testing in organizations.

Who Should Attend?

This course is intended for :-

- HR professionals involved in recruitment and employee development.
- Organizational psychologists and consultants specializing in assessment.
- Team leaders and managers focused on improving team dynamics.
- Professionals seeking to enhance their understanding of assessment tools in the workplace.

Course Outline:

Day 1: Introduction to Occupational Testing

- Overview of occupational testing and its significance in HR practices
- Historical context and development of psychometric assessments
- Types of tests: ability tests vs. personality assessments
- Legal and ethical considerations in testing

Day 2: Understanding Ability Testing

- Defining cognitive abilities and their relevance in the workplace
- Types of ability tests: verbal, numerical, spatial, and abstract reasoning
- Best practices for administering and scoring ability tests
- Interpreting ability test results and their implications for selection

Day 3: Exploring Personality Assessments

- Overview of personality theories relevant to occupational testing
- Common personality assessment tools (e.g., MBTI, Big Five)
- Understanding personality traits and their impact on job performance
- Ethical considerations in administering personality assessments

Day 4: Integration of Ability and Personality Testing

- The role of combined assessments in employee selection and development
- Case studies demonstrating effective integration of testing methods
- Best practices for interpreting and applying combined test results
- Addressing challenges and limitations of using psychometric tests

Day 5: Practical Applications and Future Trends

- Developing an occupational testing strategy for organizations
- Evaluating and selecting appropriate testing tools
- Future trends in occupational testing and psychometrics
- Final assessments and discussions on course concepts and applications

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work

Course Fees:

To be advice as per course location. This rate includes participant's manual, Hands-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session